



# **SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN**

## **2010-2011**

## **DIRECTORATE : ADMINISTRATION & RESOURCE MANAGEMENT**

### **RESPONSIBILITY :**

- Corporate Services;
- Human Resources Management Services;
- Legal Services;
- Information and Technology Services; and
- Fleet services.

### **OBJECTIVE**

To promote Organisational Development and Transformation and to provide for matters incidental thereto.

#### **ANNEXURE 2** **PROPERTIES**

#### **MONTHLY PROJECTIONS BY VOTE SUMMARY 2010/2011** **Corporate Services 1510/30**

<b>Monthly Projections</b>	<b>OPEX R'000</b>	<b>CAPEX R'000</b>	<b>REVENUE R'000</b>
			<b><u>(Budget Allocation)</u></b>
<b>July 2010</b>	1 036 327.50	<b>0</b>	<b>573.25</b>
<b>August 2010</b>	1 036 327.50	<b>0</b>	<b>573.25</b>
<b>September 2010</b>	1 036 327.50	<b>0</b>	<b>573.25</b>
<b>October 2010</b>	1 036 327.50	<b>0</b>	<b>573.25</b>
<b>November 2010</b>	1 036 327.50	<b>0</b>	<b>573.25</b>
<b>December 2010</b>	1 036 327.50	<b>0</b>	<b>573.25</b>
<b>January 2011</b>	1 036 327.50	<b>0</b>	<b>573.25</b>
<b>February 2011</b>	1 036 327.50	<b>0</b>	<b>573.25</b>
<b>March 2011</b>	1 036 327.50	<b>0</b>	<b>573.25</b>
<b>April 2011</b>	1 036 327.50	<b>0</b>	<b>573.25</b>
<b>May 2011</b>	1 036 327.50	<b>0</b>	<b>573.25</b>
<b>June 2011</b>	1 036 327.50	<b>0</b>	<b>573.25</b>
<b>TOTAL</b>	<b>12 435 930.00</b>	<b>0</b>	<b>6879.00</b>

**ANNEXURE 2**  
**ADMINISTRATION**

**MONTHLY PROJECTIONS BY VOTE SUMMARY 2010/2011**  
**Corporate Services 1510/05**

Monthly Projections	OPEX R'000	CAPEX R'000	REVENUE R'000
			<b><u>(Budget Allocation)</u></b>
July 2010	1 021 693.42	0	0
August 2010	1 021 693.42	0	0
September 2010	1 021 693.42	0	0
October 2010	1 021 693.42	0	0
November 2010	1 021 693.42	0	0
December 2010	1 021 693.42	0	0
January 2011	1 021 693.42	0	0
February 2011	1 021 693.42	0	0
March 2011	1 021 693.42	0	0
April 2011	1 021 693.42	0	0
May 2011	1 021 693.40	0	0
June 2011	1 021 693.40	0	873.00
<b>TOTAL</b>	<b>13 838 385.00</b>	<b>0</b>	<b>873.00</b>

**ANNEXURE 2**  
**AERODROME**

**MONTHLY PROJECTIONS BY VOTE SUMMARY 2010/2011**  
**Corporate Services 8010/15**

Monthly Projections	OPEX R'000	CAPEX R'000	REVENUE R'000
			<b><u>(Budget Allocation)</u></b>
July 2010	8333.33	0	0
August 2010	8333.33	0	0
September 2010	8333.33	0	0
October 2010	8333.33	0	0

November 2010	8333.33	0	0
December 2010	8333.33	0	0
January 2011	8333.33	0	0
February 2011	8333.33	0	0
March 2011	8333.33	0	0
April 2011	8333.33	0	0
May 2011	8333.35	0	0
June 2011	8333.35	0	0
<b>TOTAL</b>	<b>100 000.00</b>	<b>0</b>	<b>0</b>

### **ANNEXURE 3 : CORPORATE SERVICES**

#### **QUARTERLY PROJECTIONS**

**2010/2011**

#### **RESPONSIBILITY:**

- Rendering a support service to the Executive Mayor, the Speaker, Municipal Manager, Section 79 Committees, the Budget Committee, the Revenue Enhancement Committee, the Bid Evaluation Committee, the Bid Adjudication Committee, the Local Labour Forum the Mayoral Committee and the Council.
- Records Management.
- Provision of legal support services to all directorates and council by providing legal opinions, drafting and ensuring that contracts are legally correct before signature by the Acting Director: Administration & Resource Management.
- Handling of all litigation and legal correspondence.
- Reviewing and Promulgation of By-Laws.
- Assistance in labour matters.

#### **PROBLEM STATEMENT:**

- Contract management is not well managed.
- There is a challenge in records management.
- By-laws that are not in line with current legislation.

## OBJECTIVES:

- To implement the MunAdmin system.
- To promulgate new by-laws.

**ANNEXURE 3 : CORPORATE SERVICES/LEGAL SERVICES (Cont.)**

[illegible]

## **ANNEXURE 4 : CORPORATE**

## DETAILED CAPITAL WORKS PLAN 2010/2011

[illegible]

**ANNEXURE 2**

**MONTHLY PROJECTIONS BY VOTE SUMMARY 2010/2011**  
**FLEET SERVICES**

Monthly Projections	OPEX R'000	CAPEX R'000	Revised CAPEX	REVENUE R'000
				<b><u>(Budget Allocation)</u></b>
July 2010	1 767 209			
August 2010	1 767 209			
September 2010	1 767 209			
October 2010	1 767 209			1111
November 2010	1 767 209			
December 2010	1 767 209			1111
January 2011	1 767 209			
February 2011	1 767 209			1111
March 2011	1 767 209			
April 2011	1 767 209			1111
May 2011	1 767 209			
June 2011	1767200			2 226
<b>TOTAL</b>	<b>21 206 499</b>			<b>6 670</b>

**ANNEXURE 3 : FLEET SERVICES**

**QUARTERLY PROJECTIONS**  
**2010/2011**

**RESPONSIBILITY :**

- Management of fleet availability.

**PROBLEM STATEMENT :**

- The Municipality has old vehicles which are expensive to maintain.
- Fleet availability is at 60%.
- Ratio of mechanics to current Fleet is disproportionate.

**OBJECTIVES :**

- To ensure 90% fleet availability.

- To enter into lease agreement for some specialized vehicles.
- To replace old vehicles to improve service delivery.

Objectives and or key performance indicators per vote	Budget	Unit of Measure- ment (UOM)	Annual Target	Revised Target	<u>QUARTER ENDING:</u>							
					30/9/2010 Projected	30/9/2010 Actual	31/12/2010 Projected	31/12/2010 Actual	31/3/2011 Projected	31/3/2011 Actual	30/6/2011 Projected	30/6/2011 Actual
<b>TOTAL</b>												

#### ANNEXURE 4 : FLEET SERVICES

#### DETAILED CAPITAL WORKS PLAN 2010/2011

#### B/F PROJECTS

PROJECT NUMBER	PROJECT NAME	PLANNED STARTING DATE	ACTUAL STARTING DATE	PLANNED COMPLETION DATE	ACTUAL COMPLETION DATE	CAPITAL COSTS TIMED PER MONTH	REASON FOR VARIANCES	RESPONSIBLE SENIOR MANAGER
<b>TOTAL</b>								

**VEHICLES :**

PROJECT NUMBER	PROJECT NAME	PLANNED STARTING DATE	ACTUAL STARTING DATE	PLANNED COMPLETION DATE	ACTUAL COMPLETION DATE	CAPITAL COSTS TIMED PER MONTH	REASON FOR VARIANCES	RESPONSIBLE SENIOR MANAGER

**ANNEXURE 2**

**MONTHLY PROJECTIONS BY VOTE SUMMARY 2010/2011**  
**Information Technology**

Monthly Projections	OPEX R'000	CAPEX R'000	REVENUE R'000
		0	<u>(Budget Allocation)</u>
July 2010	648583.75	0	431.12
August 2010	648583.75	0	431.12
September 2010	648583.75	0	431.12
October 2010	648583.75	0	431.12
November 2010	648583.75	0	431.12
December 2010	648583.75	0	431.12
January 2011	648583.75	0	431.12
February 2011	648583.75	0	431.12
March 2011	648583.75	0	431.12
April 2011	648583.75	0	431.12
May 2011	648583.75	0	431.12
June 2011	648583.75	0	431.12
<b>TOTAL</b>	<b>7783005.00</b>		



# **ANNEXURE 3 : HUMAN RESOURCES**

## **QUARTERLY PROJECTIONS 2010/2011**

Objectives and or key performance indicators per vote	Budget  1 300 000	Unit of Measurement	Annual Target	Revised Target	<u>QUARTER ENDING:</u>							
					30/9/2010 Projected	30/9/2010 Actual	31/12/2010 Projected	31/12/2010 Actual	31/3/2011 Projected	31/3/2011 Actual	30/6/2011 Projected	30/6/2011 Actual
Advertisements 1510/10/1/05/0001		Monthly	12		3		3		3		3	
Tools Furn & Equip 1510/10/1/05/2403		Quarterly	4		1		1		1		1	
Printing & Stationary 1510/10/1/05/4506		Monthly	12		3		3		3		3	
Rental – Office Machinery 1510/10/1/05/5112		Monthly	12		3		3		3		3	
Telephone Services 1510/10/1/05/5700		Monthly	12		3		3		3		3	
Training Fees 1510/10/1/05/5703		Quarterly	4		1		1		1		1	
Travelling Depart 1510/10/1/05/5706		Monthly	12		3		3		3		3	

## **DIRECTORATE: DEVELOPMENT PLANNING**

### **ANNEXURE 3**

#### **QUARTERLY PROJECTIONS 2010-2011**

##### **PRIMARY HEALTH CARE AND WELFARE**

Functions:

Prevention of communicable diseases.  
Promotion of health and welfare awareness.  
Treatment of minor ailments and chronic diseases.  
Provide maternal services which include family planning, ante and post natal services etc.  
Provide child health services which include the following: immunizations, growth and development etc.  
HIV/AIDS counseling, testing and treatment.  
Treatment of sexually transmitted diseases and TB services.  
Management of the indigents process.  
Doing case work re-welfare issues.

Problem statement:

There is an increase of indigents in eMalahleni and they need assisted to access municipal services in terms of the Policy on Free Basic Services.

HIV/AIDS is a serious problem threatening the Municipal workforce and the community at large, thus increasing the number of orphans and child headed families. The population growth and the resultant expansion of the formal and informal settlement results in the shortage of Health Care and Welfare facilities.

Objectives:

To provide comprehensive primary health care services to the Emalahleni community.  
To make facilities accessible to the community for health and social welfare services.  
To register and approve indigents within Emalahleni.  
To disseminate information on and encourage testing for HIV/AIDS in the workplace and the community at large.

KPI's per Sub-Vote	Budget	Unit of Measurement	Annual Target	Revised Target	<b><u>Quarter ending:</u></b>							
					30/9/2010		31/12/2010		31/3/2011		30/6/2011	
					Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual
Provided health care services to the Emalahleni Community.	Operational budget.	16400 Clients attended to per month.	196800 Clients attended to per annum.		49200 Clients to be attended.		49200 Clients to be attended.		49200 Clients to be attended.		49200 Clients to be attended.	

Managed and prevent HIV/AIDS in the workplace and in the community.	Operational budget	Number of counseling and training sessions held and condom distributed.	7500 Counselling, educated and tested Council employees and community members.  12 000 males and 500 females condoms distributed.		1875 employees and community members tested and counseled.  3000 males and 125 females condoms distributed.		1875 employees and community members tested and counseled.  3000 males and 125 females condoms distributed.		1875 employees and community members tested and counseled.  3000 males and 125 females condoms distributed.		1875 employees and community members tested and counseled.  3000 males and 125 females condoms distributed.	
Provide effective Primary Health Care services.	Operational Budget	Replace and fit basins and water pipes at Lynnville Clinic old section.	Basins and water pipes replaced at Lynnville Clinic old section.									
	Operational Budget	Replace 2 security gates at Hlalanikahle Clinic.	2 Security gates replaced at Hlalanikahle Clinic.								2 Security gates replaced at Hlalanikahle Clinic.	
	Operational Budget	Install ultra violet lamps in 7 Clinics to control spread to infection.	7 Ultra violet lamps installed at the clinics		Ultra violet lamps installed in 7 clinics.							
	Operational Budget	Install air conditions in 7 clinics to control medicine rooms temperatures.	7 Air conditioners installed in 7 clinics.				7 Air conditioners installed in 7 clinics.					
	Operational Budget	Install 6 Jojo tanks in 6 Clinics.					6 Jojo tanks installed in 6 clinics					

	Sponsor from Xtrata (Depart of Health)	Construction of a Clinic At Thubelihle.	1 Clinic build at Thubelihle								Clinic build at Thubelihle.	
Reviewed the existing and approved Indigent lists.	R31 591 220	Number of indigents assisted.	Assisted 9631 indigents with subsidized municipal services.		Indigent approval completed.				Basins and water pipes replaced at Lynnville Clinic old section.		Indigent approval completed.	

### **SPORTS AND RECREATION**

**Functions:**

Initiate and run different sporting leagues in Emalahleni.  
 Development and maintenance of sports facilities.  
 Participate and facilitate Sport and recreation programmes presented by Mpumalanga Department of Sport, Recreation, Arts and Culture.

**Problem statement:**

There is a shortage or lack of sports and recreation facilities and programmes in Emalahleni.  
 Emalahleni needs to prepare itself to host one of the top soccer squad and is currently not sufficiently prepared for that.

**Objectives:**

To make provision for an effective sport and recreation service.  
 To facilitate development programmes for different sport codes.  
 Provide for the grading of sports ground in the total municipal area.

KPI's per Sub-Vote	Budget	Unit of Measurement	Annual Target	Revised Target	Quarter ending:							
					30/9/2010		31/12/2010		31/3/2011		30/6/2011	
					Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual
Sports and Recreation.												
Maintained Sports Fields	Operational Budget	9 Sports fields maintained per quarter in Emalahleni.	Maintained sportsfields 36 times		Sports fields maintained 9 times		sports fields maintained 9 times		sports fields maintained 9 times		sports fields maintained 9 times	
Upgraded sporting facilities in eMalahleni.	R4 069 578	Construction of soccer field and concrete palisade fencing at Thubelihle.	Thubelihle soccer field constructed and fenced.								Thubelihle soccer field constructed and fenced.	
	R491 286	Construction of concrete palisade fence at Rietspruit Soccerfield .	Rietspruit soccerfield concrete palsied constructed.								Rietspruit soccerfield concrete palsied constructed.	
	Funded by Inyanda Coal	Construction of soccerfield at Klarinet	Klarinet soccerfield constructed								Klarinet soccerfield constructed	
	R4 385 295	Upgrading of existing soccerfield at Pine Ridge.	Pine Ridge soccerfield upgraded.								Pine Ridge soccerfield upgraded.	
Initiate Sports Developed Projects	R 29 920	1 sport tournament held in Emalahleni.	1 sport tournament held in Emalahleni.		1 sport event							
Repaired and maintained sport facilities in eMalahleni	Anglo Coal	Repair ablution block at Sy Mthimunye Stadium.	Repaired ablution block at Sy Mthimunye Stadium.								Ablution block repaired at Sy Mthimunye Stadium	
Resurfaced Tennis Court.	R 29830	Resurfaced Tennis Court.	1 Tennis Court resurfaced.								1 Tennis Court resurfaced.	
Repaired lights at Ring ball field.	R 36755	Repaired lighst at Ring ball field.	Ring ball field lights repaired		Ring ball field lights repaired							
Sports	Part of the	SALGA selection	Held SALGA		Selections							

programmes.	operational budget	games competition held.	selection games		held.							
SALGA Games	Part of the operational budget	Participated in SALGA Games	Participated in SALGA Games		Participated in SALGA Games							
Holiday Games	Part of the operational budget	All Sport Codes games held	All Sport Codes games held				All Sport Codes games held					

## **LIBRARIES**

Functions:

To promote literacy in Emalahleni.  
To disseminate information material to the community.  
To provide books for reading to the community.

Problem statement:

There is a shortage of Library facilities within the formal and informal settlements of Emalahleni compared with the national norm which is 10 000 people/5km radius. The existing ones are not well equipped in respect of books and equipment. There is also a problem of books losses and other items in the libraries.

Objectives:

Manage losses of library books and other material.  
To extend library services to all inhabitants of Emalahleni.  
Promote internet access to all users of library services.  
Participate and facilitate Library programmes presented by Mpumalanga Department of Sport, Recreation, Arts and Culture.

KPI's per Sub-Vote	Budget	Unit of Measurement	Annual Target	Revised Target	<b><u>Quarter ending:</u></b>							
					30/9/2010		31/12/2010		31/3/2011		30/6/2011	
					Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual
<b>libraries</b>												
Issued books and items at the library.	Operational	5 500 books and Items issued per month.	60 500 books and Items issued in all libraries of Emalahleni		15 125 books issued		15 125 books issued		15 125 books issued		15 125 books issued	
Serviced of airconditioners	R 66183	Number of Airconditioners serviced	Airconditioners repaired								Airconditioners repaired	
Repaired books spine tape		Numbe of Books spine tape repaired	Books spine tape repaired						Books spine tape repaired			



Maintained nature reserve premises.	R16 532	Length of damaged fence to be repaired.	176 running meters		44m		44m		44m		44m	
Removed refuse at the eMalahleni Resort.	R26 618	Removal of solid waste from chalets once per week.	Refuse removal from 25 chalets daily.		325 times		325 times		325 times		325 times	
Maintained resort premises.	R 70 000	Area size maintained	68,85 ha, grass cutting, cleaning of islands, site walks		68,85 ha, grass cutting, cleaning of islands, site walks		68,85 ha, grass cutting, cleaning of islands, site walks					

### **ENVIRONMENTAL MANAGEMENT, PARKS AND OPEN SPACES**

**FUNCTIONS :** Maintenance of cemeteries and rendering of burial services.

**PROBLEM STATEMENT:** Severe Environmental problems including environmental degradation.  
Lack of burial space is another challenge. Two major cemeteries which are currently used for burial are becoming full and face closure.

**OBJECTIVES:** To develop a new cemetery which will address the shortage of burial space.  
To maintain cemeteries according to program.

KPI's per Sub-Vote	Budget	Unit of Measurement	Annual Target	Revised Target	<u>Quarter ending:</u>							
					30/9/2010		31/12/2010		31/3/2011		30/6/2011	
					Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual
To provide burial space in Municipal cemeteries	Part of the section's budget	Provided sufficient Graves as per demand monthly	Approximately 1440 graves provided		360		360		360		360	
To cut grass and Maintain all cemeteries in Emalahleni.	R882 000	Maintained PRMP, Ga-Nala, Thubelihle, Khutsong, Kromdraai, Joubertsrust, Pine Ridge and Phola	Maintained 72 times per annum		8 Times		24 Times		24 Times		16 times	



		cemeteries once per month for 4 months.										
Addressed shortage of burial space.	R2,7m	1 x Cemetery developed. EIA completed.	Advertisement of tender for new cemetery.								1	

### **ENVIRONMENTAL HEALTH**

FUNCTIONS: Prevention of public nuisances and control of environmental pollution.

PROBLEM STATEMENT: Public health nuisances and unsafe environmental conditions.

OBJECTIVE: To address public health nuisances and unsafe environmental conditions.

KPI's per Sub-Vote	Approved Budget	Unit of Measurement (UOM)	Annual Target	Revised Target	QUARTER ENDING							
					30/9/10 Projected	30/9/10 Actual	31/12/10 Projected	31/12/10 Actual	31/3/11 Projected	31/3/11 Actual	30/6/11 Projected	30/6/11 Actual
Pauper Burials conducted	R45 000	4 quarterly	36 pauper burials done.		9		9		9		9	
To monitor water and milk quality in Emalahleni.	R10 000	Number of samples taken.	7 samples taken.				2		2		3	
To pay SPCA donation for the removal of stray animals in Emalahleni.	R57 920	Payment made.	Paid the annual donation to SPCA.				1 Full payment made					
Notices issued for public health nuisance e.g. overgrown stands	Part of the section's budget.	Number of notices issued.	158 notices issued		39		39		39		39	
Notices issued to non-complying businesses	Part of the section's budget.	Number of notices issued.	100 notices issued.		25		25		25		25	

## **ENVIRONMENTAL MANAGEMENT, PARKS AND OPEN SPACES**

**FUNCTIONS:** Maintenance of public open spaces.  
Development of municipal parks

**PROBLEM STATEMENT:** Severe Environmental problems including environmental degradation. The development of public parks will not only address the shortage of recreational amenities and the enhancement of the Greening Emalahleni program, but it will also minimize the level of illegal dumping taking place.

**OBJECTIVE:** To develop and maintain new parks in public open spaces and improvement and maintenance of existing parks and public open spaces

[illegible]

Purchase of 2 x Ride on Lawnmowers	R0	Number of Ride on lawnmowers	2 x Ride on lawnmowers purchased									
Purchase 41 x Brush cutters	R0	Number of Brush cutters purchased	41 x Brush cutters									

## **Waste Management**

FUNCTION: Collection, transportation and disposal of waste.  
Public toilet services.  
Street cleansing services.

PROBLEM STATEMENT: Dirty environment due to illegal dumping and littering caused by shortage of the necessary resources for effective waste management, lack of public toilet facilities, unfenced waste disposal facilities, etc.

OBJECTIVES: To fence-off the waste disposal facilities with concrete palisade fence.  
To provide adequate toilet facilities for the public.  
To render a sustainable, cost effective refuse removal service.  
To implement a holistic cleaning-up campaign program.

KPI's per Sub-Vote	Approved Budget	Unit of Measurement (UOM)	Annual Target	Revised Target	QUARTER ENDING:							
					30/9/2010 Projected	30/9/2010 Actual	31/12/2010 Projected	31/12/2010 Actual	31/3/2011 Projected	31/3/2011 Actual	30/6/2011 Projected	30/6/2011 Actual
Erection of Public Toilet Facilities – Ogies	R0	Block of Public Toilets erected in Ogies	1 x Public Toilet facility block in Ogies				R83 333		R83 333		R83 333	
Expansion of Leeuwpoot Landfill Site	R0	Percentage completed	Site 80% completed		R1,5 m		R1,5 m		R1,5 m		R1,5 m	
Erection of palisade fence at Leeuwpoot Landfill Site	R0	Fence erected	± 2 km Palisade fence erected.								1	
Effective Management and operation of Ga-Nala and Leeuwpoot	R3 000 000	Landfill Sites compliant to permit conditions.	Waste disposal sites effectively operated.		R750 000		R750 000		R750 000		R750 000	

Waste disposal Sites.												
Cleaning of illegally dumped waste in Emalahleni.	Part of section's budget	Amount of illegally dumped waste.	30 240 m3 of illegally dumped waste removed.		7560m <sup>3</sup>		7560m <sup>3</sup>		7560m <sup>3</sup>		7560m <sup>3</sup>	
Provide PPE for employees.	R150 000	Number of employees with PPE.	PPE provided to 160 employees.				PPE supplied.					
Refuse removal at Rietspruit using private contractor.	R250 000	Removal of refuse once a week from 920 houses.	Rendered refuse removal services to all houses 52 times.		13 times		13 times		13 times		13 times	
Cleaning of main entrances and hot spots in Emalahleni.	R600 000	Cleaned and swept hot spot areas in Emalahleni twice a month.	Cleaned main entrances and hot spots 24 times per annum.		Cleaned 6 times		Cleaned 6 times		Cleaned 6 times		Cleaned 6 times	
Creation of new mini-parks and adoption of dumping spots.	Part of the section's budget	8 new spots created / adopted on previously illegal dumping spots.	8 new spots adopted		2		2		2		2	

## DDP QUARTERLY PROJECTIONS (OPERATIONAL) SERVICE DELIVERY AND BUDGET IMPLEMENTATION 2010-2011

[illegible]

2510/00/1/05/5700	Telephone Service	10 000,00	10 000,00	10 000,00	10 000,00	10 000,00	10 000,00	10 000,00	10 000,00	10 000,00	10 000,00
2510/00/1/05/5703	Training Fees										
2510/00/1/05/5705	Travel/Subs	416,66	416,66	416,66	416,66	416,66	416,66	416,66	416,66	416,66	416,66
2510/00/1/05/5707	Tyres			666,66				666,66			666,66
2510/00/1/05/6001	Uniform & Protective Clothing		12500,00		12500,00			12500,00		12500,00	12500,00
2510/00/1/05/6300	Vehicle Tracking										
2510/00/1/06/1800	Grants Allocated: Other Beneficiaries										
2510/00/1/06/1801	Grants Allocated: Poor/Needy										
2510/00/1/10/0302	Building										
2510/00/1/10/1500	Fencing & Equipment				5,000				5,000		
2510/00/1/10/1504	Furnisher & Equipment										
2510/00/1/10/1801	Grounds & Terrain			666,66					666,66		
2510/00/1/10/3606	Motor Vehicle	833,33	833,33	833,33	833,33	833,33	833,33	833,33	833,33	833,33	833,33
2510/00/1/10/5100	Radio Communication										
2510/00/1/10/5706	Tools & Equipment										
	Renumeration & Allowance										
	TOTAL	60,346	81,867	65,937	128,698	62,380	74,437	77,009	77,038	70,632	87,015
CULTURAL CENTRE											
CATEGORIES	DESCRIPTION	Jul 2010	Aug 2010	Sep 2010	Oct 2010	Nov 2010	Dec 2010	Jan 2011	Feb 2011	March 2011	Apr 2011
		R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
3010/05/1/05/1200	Educational				9,111					9,111	
3010/05/1/05/1502	Fuel & Oil	416,66	416,66	416,66	416,66	416,66	416,66	416,66	416,66	416,66	416,66
3010/05/1/05/2403	Inventory			2,500					2,500		

[illegible]

[illegible]



3510/05/1/10/6600	Water Reticulation										
	TOTAL	65,749	43,959	55,220	46,913	55,220	36,384	65,750	43,959	55,220	39,156
PARKS, RECREATION & SPORT											
CATEGORIES	DESCRIPTION	Jul 2010	Aug 2010	Sep 2010	Oct 2010	Nov 2010	Dec 2010	Jan 2011	Feb 2011	March 2011	Apr 2011
	Fertilizers	R3 166-66	R3 166-66	R3 166-66	R3 166-66	R3 166-66	R3 166-66	R3 166-66	R3 166-66	R3 166-66	R3 166-66
	Fuel & Oil	R20 833-33	R20 833-33	R20 833-33	R20 833-33	R20 833-33	R20 833-33	R20 833-33	R20 833-33	R20 833-33	R20 833-33
4510/05/1/05/2403	Inventory Items	R3 333-33	R3 333-33	R3 333-33	R3 333-33	R3 333-33	R3 333-33	R3 333-33	R3 333-33	R3 333-33	R3 333-33
4510/05/1/05/3303	Licenses Motor Vehicles					R9 000-00					
4510/10/1/05/3604	Material & Provisions	R5000-00	R5000-00	R5000-00	R5000-00	R5000-00	R5000-00	R5000-00	R5000-00	R5000-00	R5000-00
4510/05/1/05/4504	Plants, Trees and Seeds	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0
4510/10/1/05/4506	Printing & Stationary	1250,00	1250,00	1250,00	1250,00	1250,00	1250,00	1250,00	1250,00	1250,00	1250,00
4510/05/1/05/5100	Licenses – Radios and Sundries		R7 500-00					R7 500-00			
4510/05/1/05/5108	Rental – Municipal Vehicles	1250,00	1250,00	1250,00	1250,00	1250,00	1250,00	1250,00	1250,00	1250,00	1250,00
4510/05/1/05/5112	Rental – Office Machinery	R1 258-00	R1 258-00	R1 258-00	R1 258-00	R1 258-00	R1 258-00	R1 258-00	R1 258-00	R1 258-00	R1 258-00
4510/05/1/05/5700	Telephones	R833-33	R833-33	R833-33	R833-33	R833-33	R833-33	R833-33	R833-33	R833-33	R833-33
4510/05/1/05/5701	Top Soil purchases	R 0									
4510/05/1/05/5707	Tyres	R2 916-66	R2 916-66	R2 916-66	R2 916-66	R2 916-66	R2 916-66	R2 916-66	R2 916-66	R2 916-66	R2 916-66
4510/05/1/05/6001	Uniforms & Protective Clothing		R100 000-00								
4510/05/1/05/6300	Vehicle Tracking	R 0									
4510/05/1/05/6550	Ward Based Driven Projects	R7 833-33	R7 833-33	R7 833-33	R7 833-33	R7 833-33	R7 833-33	R7 833-33	R7 833-33	R7 833-33	R7 833-33
4510/05/1/05/6604	Workmen's Compensation										
4510/05/1/10/0302	Buildings	R 0									
4510/05/1/10/1504	Furniture and Equipment			R1000-00							

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2010/10/1/05/3604	Materials & Provision					200					
2010/10/1/05/3607	Membership and subscriptions	451									
2010/10/1/06/4506	Printing & Stationery		2,000		2,000		2,000		2,000		2,000
2010/10/1/05/5108	Rental - Municipal Vehicles										
2010/10/1/05/5112	Rental- Office Machinery	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500
2010/10/1/05/5406	Stationery plan reproduction		1,800		1,800		1,800		1,800		1,800
2010/10/1/05/5700	Telephone Service	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
2010/10/1/05/5705	Travel/Subs	830		830		830		830		830	
2010/10/1/05/5707	Tyres										
2010/10/1/05/6001	Uniform & Protective Clothing										
2010/10/1/05/6300	Vehicle Tracking										
TOTAL		10,447	17,166	9,996	19,166	10,196	17,166	9,996	17,166	9,996	17,166
LAND ADMINISTRATION											
		Jul 2010	Aug 2010	Sep 2010	Oct 2010	Nov 2010	Dec 2010	Jan 2011	Feb 2011	March 2011	Apr 2011
CATEGORIES	DESCRIPTION	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000
-											
2010/15/1/05/0001	Advertisements	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
2010/15/1/05/3301	Legal Costs	830	830	830	830	830	830	830	830	830	830
2010/15/1/05/4506	Printing and Stationery		2,000			1,000			1,000		
2010/15/1/05/5408	Survey Cost			5,000					5,000		
2010/15/1/05/5700	Telephone Costs	166	166	166	166	166	166	166	166	166	166
2010/15/1/06/6302	Valuation Costs		10,000	10,000	10,000	10,000					
TOTAL		3,496	15,496	18,496	13,496	14,496	3,496	3,496	9,496	3,496	3,496

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5510/05/1/05/6000	UIF	R13 458,58	R13 458,58	R13 458,58	R13 458,58	R13 458,58	R13 458,58	R13 458,58	R13 458,58	R13 458,58	R13 458,58
5510/05/1/05/6001	Uniforms and Protective Clothing		R150 000-00								
5510/05/1/05/6604	Workmen's Compensation	R9 916,66	R9 916,66	R9 916,66	R9 916,66	R9 916,66	R9 916,66	R9 916,66	R9 916,66	R9 916,66	R9 916,66
5510/05/1/06/2400	Insurance	R41500,00	R41500,00	R41500,00	R41500,00	R41500,00	R41500,00	R41500,00	R41500,00	R41500,00	R41500,00
5510/05/1/08/0001	Access Control Landfill Site										
5510/05/1/08/0002	Analysis Costs	R833,33	R833,33	R833,33	R833,33	R833,33	R833,33	R833,33	R833,33	R833,33	R833,33
5510/05/1/08/4500	Professional Services										
5510/05/1/07/0300	Bulk Purchase – Electricity										
5510/05/1/10/0302	Buildings	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0
5510/05/1/10/0600	Cleansing Depot	R4 166-66		R4 166-66		R4 166-66		R4 166-66		R4 166-66	
5510/05/1/10/0901	Dumping Site										
5510/05/1/10/1504	Furniture and Equipment										
5510/05/1/10/1801	Grounds and Terrain										
5510/05/1/10/3600	Machinery and Equipment										
5510/05/1/10/3606	Motor Vehicles	R333 333-33	R333 333-33	R333 333-33	R333 333-33	R333 333-33	R333 333-33	R333 333-33	R333 333-33	R333 333-33	R333 333-33
5510/05/1/10/5100	Radio Communications	R416-66	R416-66	R416-66	R416-66	R416-66	R416-66	R416-66	R416-66	R416-66	R416-66
5510/05/1/10/5103	Refuse removal Rietspruit	R20 833-33	R20 833-33	R20 833-33	R20 833-33	R20 833-33	R20 833-33	R20 833-33	R20 833-33	R20 833-33	R20 833-33
5510/05/1/10/5406	Sweeping of Streets – Contractor Payments	R50 000-00	R50 000-00	R50 000-00	R50 000-00	R50 000-00	R50 000-00	R50 000-00	R50 000-00	R50 000-00	R50 000-00
5510/05/1/10/5407	Sweeping of Sand in Streets	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0
5510/05/1/10/5706	Tools and Equipment	R2 500-00	R2 500-00	R2 500-00	R2 500-00	R2 500-00	R2 500-00	R2 500-00	R2 500-00	R2 500-00	R2 500-00
	TOTAL	R1 265 866.53	R1 415 649.54	R1 268 366.53	R1 258 399.54	R1 267 866.53	R1 259 149,54	R1 274 866.53	R1 258 399.54	R1 265 866.53	R1 259 149.54

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5010/05/1/05/4506	Printing and Stationery	R3 333-33	R3 333-33	R3 333-33	R3 333-33	R3 333-33	R3 333-33	R3 333-33	R3 333-33	R3 333-33	R3 333-33
5010/05/1/05/5100	License - Radio's & Sundries	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0
5010/05/1/05/5112	Rental - Office Machinery	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0
5010/05/1/05/5700	Telephone Services	R1 000-00	R1 000-00	R1 000-00	R1 000-00	R1 000-00	R1 000-00	R1 000-00	R1 000-00	R1 000-00	R1 000-00
5010/05/1/05/5703	Training Fees	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0
5010/05/1/05/5705	Travel/Subs.Exp. & Del. Costs	R250-00	R250-00	R250-00	R250-00	R250-00	R250-00	R250-00	R250-00	R250-00	R250-00
5010/05/1/05/6001	Uniforms & Protective Clothing	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0
5010/05/1/08/0002	Analysis - Costs	R833-33	R833-33	R833-33	R833-33	R833-33	R833-33	R833-33	R833-33	R833-33	R833-33
5010/05/1/10/0100	Air Pollution Monitoring	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0
5010/05/1/10/0302	Buildings	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0
5010/05/1/10/0550	Cleaning of Council Stands	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0
5010/05/1/10/1504	Furniture & Equipment	R166-66	R166-66	R166-66	R166-66	R166-66	R166-66	R166-66	R166-66	R166-66	R166-66
5010/05/1/10/1801	Grounds & Terrain	R166-66	R166-66	R166-66	R166-66	R166-66	R166-66	R166-66	R166-66	R166-66	R166-66
5010/05/1/10/5100	Radio Communication	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0
5010/05/1/10/5706	Tools & Equipment	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0	R 0
TOTAL		R9 766,64	R9 766,64	R11 766.64	R9 766,64	R14 766.64	R9 766,64	R9 766,64	R9 766,64	R9 766,64	R9 766,64
LIBRARIES											
ACCOUNT NUMBER	DESCRIPTION	Jul 2010	Aug 2010	Sep 2010	Oct 2010	Nov 2010	Dec 2010	Jan 2011	Feb 2011	March 2011	Apr 2011
3010/15/1/01/5100	RENUMERATION										
3010/15/1/05/0602	CATALOGUING AGREEMENTS				R 3,000.00						
3010/15/1/05/0603	COMPUTERISED AGREEMENTS	R 48,000.00			R 48,000.00			R 0.00			R 0.00
3010/15/1/05/0900	DATA COMMUNICATIONS					R 500.00	R 500.00	R 500.00	R 500.00	R 500.00	R 500.00

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**DIRECTORATE: FINANCE****2010-2011****SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN  
MONTHLY PROJECTIONS OF REVENUE BY SOURCE**

	Jul 2010 Rev	Aug 2010 Rev	Sep 2010 Rev	Oct 2010 Rev	Nov 2010 Rev	Dec 2010 Rev	Jan 2011 Rev	Feb 2011 Rev	Mch 2011 Rev	Apr 2011 Rev	May 2011 Rev	Jun 2011 Rev	TOT.
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	
<b><u>Revenue Section</u></b>													
Property Rates (net)	13,888	13,888	13,888	13,888	13,888	13,888	13,888	13,888	13,888	13,888	13,888	13,889	166,000
Electricity Revenue from Tariff Billings	43,205	39,990	38,990	36,990	36,990	36,990	36,990	37,990	37,990	38,990	38,990	38,877	462,000
Water Revenue from Tariff Billings	8,884	10,660	12,260	14,100	15,510	15,510	15,510	15,510	12,915	11,740	11,740	11,751	156,000
Sanitation Revenue from Tariff Billings	4,721	8,861	8,861	8,861	8,861	8,861	8,861	8,861	8,861	8,861	8,861	8,866	102,000
Waste Management	3,864	3,870	3,870	3,870	3,870	3,870	3,870	3,870	3,870	3,871	3,871	3,871	46,000
Grants (Equitable Share, Health Subs, etc.)	61,165	1,750	600	36,699	0	600	36,699	0	600	0	600	12,233	150,000
Interest & Investment Income	806	806	806	806	806	806	807	807	807	807	807	806	9,000
Rent of Facilities and Equipment	73	493	493	493	493	493	493	493	493	493	493	492	5,000
Interest Earned Outstanding Debtors (book entries)	1,816	1,834	1,835	1,835	1,835	1,835	1,835	1,835	1,835	1,835	1,835	1,835	22,000
Fines (Traffic, Library, Tamperings, etc.)	127	247	247	247	247	247	247	247	247	247	247	250	2,000
Licenses and Permits (Motor Vehicles-Prov), trade	123	209	209	209	209	209	209	209	209	209	209	208	2,000
Income from Agency Services (Libraries, SETA)	271	979	979	979	979	979	979	979	980	980	980	980	11,000
Other (incl sale of land)	362	2,101	2,101	2,101	2,101	2,101	2,101	2,101	2,101	2,101	2,101	2,869	24,000
Capital Grants	0	6,572	6,572	6,572	6,572	6,572	6,572	6,572	6,572	6,572	6,572	6,572	72,000
	<b>139,305</b>	<b>92,260</b>	<b>91,711</b>	<b>127,650</b>	<b>92,361</b>	<b>92,961</b>	<b>129,061</b>	<b>93,362</b>	<b>91,368</b>	<b>90,594</b>	<b>91,194</b>	<b>103,499</b>	<b>1,235,000</b>



## **DIRECTORATE: INFRASTRUCTURE AND BASIC SERVICES**

### **SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN**

The Directorate: Infrastructure and Basic Services is responsible for:

- i) Water Services
- ii) Roads and Storm Water Management
- iii) Electrical Infrastructure Management and Distribution

Challenges faced by Directorate

The greatest challenge faced by the Directorate is to demand in terms of electricity, water, sanitation and roads infrastructure. This demand is mainly caused by the phenomenal development happening in the municipality. The challenges are dealt with, below where each department is tabled.

I) Water Services

### **PROBLEM STATEMENT**

The water services department is responsible for the water purification, wastewater purification, construction and maintenance of water and sewer networks. This department faces lots of challenges which are addressed in the capital and operational budgets. The challenges are as follows:

1. Imbalance between demand and supply. The demand of drinking water is higher than the water supply such that treated mine is purchased by the municipality in order to substitute the high water demand. The municipality also made an application to DWAF to increase the abstraction amount as per the License requirements

2. Sewage: Overloading of systems, that result into pipe breakages, blockages and spillages
3. Sub-standard effluent discharge due to the over capacitated wastewater treatment works
4. Piped water is not accessible to all
5. Lack of sanitation provision to some of the areas

The above challenges are addressed below.

## **OBJECTIVES**

### **1. To ensure legal compliance by the Municipality in terms of Legislative requirements**

**The municipality is required by legislation to discharge effluent of a certain quality, abstract an amount water of raw water as stipulated in the Water Use License.**

Provision is made to cover this aspect in the Capital Budget.

The Operational Budget addresses some of the aspects in terms: of Water Quality monitoring and Dam safety inspections

### **2. To meet the Millennium Development Goals for water (2008) and sanitation (2010), and to meet at least 50% of the water goals during next financial year.**

There are some projects in capital budget addresses the millennium development goals.

The Operational budget addresses this objective as follows:

\* Transport, rural water supply :An amount of R 3000000 was budgeted for the supply of drinking water to rural areas

### **3. To achieve the reduction of current distribution losses by 30% by 2011**

There are various projects in the capital budget addressing this objective. These include the replacement of AC and steel pipes: and Installation of bulk and zonal meters; resealing of the raw water storage quarry.

The Operational budget addresses this objective on various lines items like:

Normalization of household water meters

Repair and maintenance of existing pipes

### **4. To provide new water connection to formalized areas.**

This objective is covered in the Capital budget.

### **5. To reach a balance between the supply and demand of water resource.**

The municipality is currently purchasing purified water from the coal mines.  
An amount of R 25000000 is budgeted for the purchase

**6. To improve quality of potable water to consumers.**

There are various projects in capital budget addresses this objective which includes the upgrading of the water purification plant and establishment of the laboratory. An amount of R8400000 is budgeted for this.

The Operational budget addresses this objective on various line items as follows:

- \* Material and provision: An amount of R 7025828 and R 124621 was budgeted for the purchase of purification chemicals respectively for water and waste water treatment
- \* Analysis costs: An amount of R 184803 and R 141300 were budgeted for respectively for the analyses waste water and purification plant samples

**7. To extend and formalize sanitation service provision to formalized areas.**

This objective is catered for in the Capital budget.

**8. To reduce and minimize environmental impact and hygienic conditions.**

There are various projects in capital budget addresses this objective such as the upgrading and refurbishment of wastewater treatment plants and provision of basic sanitation. An amount of R39744000 is budgeted for.

The Operational budget addresses this objective on various lines as follows:

- \* Sewerage reticulation: An amount of R 4608284 is budgeted in order to address sewer blockages and pipe breakages
- \* Sewerage -treatment spillage: An amount of R 404200 is budgeted in order to address sewer spillages
- \* Machinery & Equipment: An amount of R 4608287 is provided for the repair of electrical and mechanical equipment in Wastewater treatment plants and pump station



## **II) ROADS & STORMWATER**

1. To extend provision of access roads/streets to newly formulated areas.
2. To improve access to informal and farming areas.
3. To reduce and eradicate water seepage into dwellings.
4. To improve and or provide for non-motorized transport facilities.
5. To improve mobility on municipal roads and streets.

## **PROBLEM STATEMENT**

The Municipality is surrounded by both the mining and industrial activities resulting in a contingent of heavy duty vehicle using the centre town as a conduit point for collection and delivery purposes. The following triggers are considered critical in roads and streets maintenance to ensure swift mobility:

1. The continual developments requiring extensions of roads
2. Flooding and blocking of catchment systems
3. Development of potholes
4. Unauthorized roadways

iii) **ELECTRICAL SERVICES**

**PROBLEM STATEMENT**

- 1 Demand for electricity exceeds supply and as a result Emalahleni Local Municipality is exceeding its stipulated power consumption from Eskom. One of the causes is rapid development.
- 2 This shortage of supply often results in power outages and load shedding, which often create an opportunity for cable theft and infrastructure vandalism

**OBJECTIVES**

1. (Obj-1) To ensure legal compliance with regards to National directive on Establishment of REDs
2. (Obj-2) To investigate, quantify and cost the reduction of distribution losses by 12 % by 2011 to be in line with the minimum norms
3. (Obj-3) To provide new electrical connections to formalized areas
4. (Obj-4) To ensure that a balance is reached between the demand and supply of electricity
5. (Obj-5) To improve quality and reliability of electrical supply within the municipality
6. (Obj-6) To improve security by public/street lighting
7. (Obj-7) To explore and support the utilization of alternative sources of energy/energy saving devices in the Municipal area

# SERVICE DELIVERY AND BUDGET

## IMPLEMENTATION PLAN – 2009/2010 PART OF ROLLOVERS

### QUARTERLY PROJECTIONS

PROJECT NAME	Ward No	Unit of Measurement	Annual Target	Milestone	Budgeted Amount	30/09/2010		31/12/2010		31/03/2011		30/06/2011		Objective
1. MIG FUNDED PROJECTS						Proj	Act	Proj	Act	Proj	Act	Proj	Act	
Construction of roads-Emsagweni Phase2	7	Length in kms	5km		R4 315 466.36	Construction		Practical completion		Completion				
Construction of roads and stormwater-Thubelihle Phase 2	25	Length in kms	3.5 km		R3 817 360.00	Construction		Practical completion		Completion				
In stallationof Highmast and Streetlights-at Thala	28, 30,32	No. of lights	2	1	R1 131 168.00	Procurement		Construction		Practical Completion		Completion		
Highmast/Streetlights- KwaGuqa Exts 9&11	6, 3	No. of lights	3	2	R1 278 140.00	Procurement		Construction		Practical Completion		Completion		
Upgrading and refurbishment of Klipspruit WWTP	12	Volume in ML	0.3ML	20ML	R8 000 000	Procurement		Construction		Practical Completion		Completion		
Upgrading and refurbishment of Thubelihle WWTP	25	Volume in ML	0.4	10ML	R27 643 008.55	Procurement		Construction		Practical Completion		Completion		
Upgrading and refurbishment of Naauwpoort WWTP	21	Volume in ML	0.2	10ML	R4 000 000	Procurement		Construction		Practical Completion		Completion		

**NDM FUNDING ROLLOVER TO 2010/2011**

PROJECT NAME	Ward No	Unit of Measurement	Annual Target	Milestone	Budgeted Amount	30/09/2010		31/12/2010		31/03/2011		30/06/2011		Objective
						Proj	Act	Proj	Act	Proj	Act	Proj	Act	
Provision of sewer reticulation: Emsagweni	7	No. of erf connections	300	12 000	R1,000,000.00	completed								done
Sewer main outfall line: Enkanini	28, 30, 32	Length in kms	0.5	5	R1,000,000.00					construction		completd		
Bulk Mine Line: Wildebeesfontein	3, 29	Length in kms	0.5	5	R500,000.00			procurement				completed		
Construction of sewer reticulation: Kwa-Guqa X16	28, 30,32	Length in kms	0.1	5	R1,600,000.00					construction		completed		
Provision of basic sanitation: VIP's (Phase 2)	18	Length in kms	0.5	5	R1,000,000.00	Practical completion		completion						
Upgrading of main outfall line: Wilge to Phola pumpstation	28, 30,32	Length in kms	0.8 km	3	R1 000 000.00	Practical completion		completion						
Upgrading of outfall sewer line: Hlalanikahle	4		05	5	R1 000 000.00	Practical completion		completion						
Upgrade – Water Purification Plant	All	Volume in ML	100ML	120ML	R2,000,000.00	procurement		construction		construction		Practical completion		
Witbank Pumpstation	All	No. of pumps	1 Pump	6	R1,598,781.00									
Enkanini water reticulation	24	Length in kms	3.5	11	R2,000,000.00	construction		Practical completion		completed				
Main bulk supply line: Enkanini (Phase 1)	20	Length in kms	0.35	5	R2,700,000.00	construction		Practical completion		completed				

Ringfeed Vosman	20	Length in kms	0.300	5	R400,000.00		procurement	construction	completed	
Install bulk water supply line from Phola to Wilge	20	Length in kms	0.6	20	R1,000,000.00		construction	Practical completion	completed	
Replace steel pipe: Steenkamp (Phase 2)	18	Length in kms	2.6	10	R3,600,000.00		construction	Practical completion	completed	
Replace reticulation: Blancheville	3, 29	No. of erf connections	500 house connections	12 000	R500,000.00		construction	Practical completion	completed	
Replace Reticulation: Zeekoewater	3, 29	Length in kms	2.5	10	R400,000.00	construction	Practical completion	completed		
Replacement of AC pipes at Del Judor X4	20	Length in kms	0.6	20	R1,000,000.00	Practical completion	completed			
Upgrade bulk line: N4 to Casino	18	Length in kms	2.6	10	R1,200,000.00	Practical completion	completed			
Replace steel/AC pipes: eMalahleni X8	3, 29	No. of erf connections	500 house connections	12 000	R1,000,000.00	Practical completion	completed			
Replace steel/AC pipes: Die Heuwel X1	3, 29	Length in kms	2.5	10	R1,000,000.00	Practical completion	completed			
Replacement of AC water pipes: Phola (Phase 2)					R400,000.00	procurement	construction	Practical completion	completion	
Provision of water reticulation: Empumelelweni	7	No. of erf connections	300	12 000	R1,000,000.00		Practical completion	completed		
Replace bulk supply: Ackerville to Lynnville	28, 30, 32	Length in kms	0.5	5	R1,000,000.00	Practical completion	completed			
Replace bulk supply: Paxton	3, 29	Length in kms	0.5	5	R700,000.00	construction	Practical completion	completion		

**NDM FUNDED PROJECT 2010 /2011**

PROJECT NAME	Ward No	Unit of Measurement	Annual Target	Milestone	Budgeted Amount	30/09/2010		31/12/2010		31/03/2011		30/06/2011		Objective
						Proj	Act	Proj	Act	Proj	Act	Proj	Act	
Upgrading of the water purification plant	all	ml	20% to be in good working order		R3 000 000	Procurement		Construction		Practical completion		completion		
Replace steel pipe Steenkamp ph. 2	24	km	1,250		R2 000 000	Procurement		Construction		Practical completion		completion		
Upgrading of Witbank Dam Purification	all	ml			R1 6000 000	Procurement		Construction		Practical completion		completion		
Replace bulk supply Ackerville to Lynnville	28,30&32	km	5.5		R2 000 000	Procurement		Construction		Practical completion		completion		
Construction of 5ML reservoir at Kwa-Quga X2		ml	5		R9 000 000	Procurement		Construction		Practical completion		completion		
Upgrading of Point D water purification		ml			R1 000 000	Procurement		Construction		Practical completion		completion		
Upgrading of Telementr system	all	Document	1		R500 000	Procurement		Construction		Practical completion		completion		

Upgrading of water services Master Plan and Water Services Development Plan	all	Document	1		R200000	Procurement	Construction	Practical completion	completion	
Conduct section 78	all	Document	1		R1 000 000	Procurement	Construction	Practical completion	completion	
Construction of pumping main from Phola	7		1		R1 000 000	Procurement	Construction	Practical completion	completion	
Construction of Bulk water supply Enkaneni		km	0,850		R2 000 000	Procurement	Construction	Practical completion	completion	
Replacement of AC pipes at Del Judor X4	20	km	2.5		R1 000 000	Procurement	Construction	Practical completion	completion	
Replacement of AC pipes at Duvha	19	km	2.5		R1 000 000	Procurement	Construction	Practical completion	completion	
Replacement of AC pipes at Phola	28	km	2.5		R1 000 000	Procurement	Construction	Practical completion	completion	
Replacement of AC pipes at Emalahleni X8	22	km	2.5		R1 000 000	Procurement	Construction	Practical completion	completion	
Vacumm Jet Machine	all	vehicle	1		R2 500 000	Procurement	Construction	Practical completion	completion	

Construction of Sewer in Phola	30		1		R1 000 000	Procurement	Construction	Practical completion	completion	
Construction of Sewer in Thubelihle	12		1		R1 000 000	Procurement	Construction	Practical completion	completion	
Provision of Basic Sanitation VIP's		No of VIP toilets			R1 000 000	Procurement	Construction	Practical completion	completion	
Construction of roads and Stromwater at Kwa-Guga X9	6	km	3		R2 500 000	Procurement	Construction	Practical completion	completion	
Construction of roads and Stromwater at Dora street		km	3		R2 500 000	Procurement	Construction	Practical completion	completion	
Supply and delivery of Cable locating vehicles	all	vehicle	1		R2 000 000	Procurement	Construction	Practical completion	completion	
Bulk supply - Empumeleleni	3	km	5.5		R3 000 000	Procurement	Construction	Practical completion	completion	
Grader	all		1		R1 000 000	Procurement	Construction	Practical completion	completion	



## ROAD AND STORMWATER ROLLOVER

PROJECT NAME	Ward No	Unit of Measurement	Annual Target	Milestone	Budgeted Amount	30/09/2010	31/12/2010	31/03/2011	30/06/2011	Objective
Construction of roads and stormwater in Hlalanikahle	1,2&4	Km	5 km 2,3 subsoil		510 248.82 Available	Completed				
Rehabilitation of Hostel roads and stormwater	12	Km	03		521 027.61 available	Completed				
MIG/Construction of roads in Emsagweni	7	Km			188 052.60 available saving	Completed				
MIG/Construction of roads in Thubelihle Phase 1	25	Km	2.3		3 817 360.00 Available	construction	Practical completion	Completion		
Construction of roads and stormwater in Steve Bantu Biko	22	km	0.650		391 171.73 available	Completion				
Rehabilitation of Kalkspruit	15&16	bridge	1		1 887 993.00 available	construction	Practical completion	Completion		
Klarinet access road – (o.r. Tambo to Klarinet)		km	0.6		360 880.82 available					

## ROAD AND STORMWATER 2010 2011

PROJECT NAME	Ward No	Unit of Measurement	Annual Target	Milestone	Budgeted Amount	30/09/2010	31/12/2010	31/03/2011	30/06/2011	Objective
MIG FUNDED										
Construction of Roads – Emsagweni Phase 2	7	km	1.5		R3 000 000	Procurement	construction	Practical completion	Completion	
Construction of Roads and Stormwater – Thubelihle Phase 2 Design	25	km	1.6		R2 000 000	Procurement	Design	completion		

## 2. ELECTRICAL SERVICES

PROJECT NAME	Ward No	Unit of Measureme nt	Annual Target	Milest one	Budgeted Amount	30/09/2010		31/12/2010		31/03/2011		30/06/2011		Obj ecti ve
1. MIG FUNDED PROJECTS					R 828 358.00	Proj	Act	Proj	Act	Proj	Act	Pr oj	Act	

Highmasts/streetlights Phola	<b>30</b>	Number of streetlights installed	1 high mast and 40 street light		R 61 343.97	completion				
Highmasts/streetlights K/Guqa Ext. 9	<b>6</b>	Number of streetlights			R 194 739.97	completion				
Vosman electrical reticulation	<b>7</b>	Number of meters installed			R 53 798.00	completion				
Electrification : Emsagweni	<b>7</b>	Number of households completed			R 448 534.14	construction	Practical completion	completion		
Electrification : Klarinet X4		Number of households connected - 500	500		R 37 296.94	completion				
Electrification : Thubelihle X4	25	Number of household connected- 140	140		R 277 972.79	Practical completion	completion			
Electrification : Twala, Thala		Number of households connected 130	130		R1 159209.54	construction	Practical completion	completion		



Upgrading of Phola SPW and Pump station	30				R5,200,000.00					
Upgrading of Phola outfall sewer	30				R14,000,000.00					
Xtrata project					R 1 000 000.00	Procurement	Construction			
Water reticulation at Phola extention 1 &2 by xtrata coal	30	km	7		R2 600 000.00	procurement	construction	Practical completion	completion	

**MONTHLY PROJECTIONS SUMMARY (SDBIP) 2010-2011**  
**ROADS AND STORMWATER DEPARTMENT- SUB-VOTE NUMBER 6510/05**

MONTH	OPEX	CAPEX
Jul-10	R1 405 746,92	R 500 000,00
Aug-10	R1 405 746,92	R 1 500 000,00
Sep-10	R1 405 746,92	R 5 400 000,00
Oct-10	R1 405 746,92	R 5 400 000,00
Nov-10	R1 405 746,92	R 5 400 000,00
Dec-10	R1 405 746,92	R 5 400 000,00
Jan-11	R1 405 746,92	R 5 400 000,00
Feb-11	R1 405 746,92	R 5 400 000,00

Mar-11	R1 405 746,92	R 5 400 000,00
Apr-11	R1 405 746,92	R 5 400 000,00
May-11	R1 405 746,92	R 5 400 000,00
Jun-10	R1 405 746,92	R 5 400 000,00
TOTAL	R 16 868 963	R 56 000 000,00

**MONTHLY PROJECTIONS SUMMARY (SDBIP) 2010-2011**  
**ELECTRICAL SEREVICES SUBVOTE: 751005**

MONTH	OPEX	CAPEX
Jul-10	R37 372 456.17	R 2 000 000,00
Aug-10	R37 372 456.17	R 2 078 394,18
Sep-10	R37 372 456.17	R 2 078 394,18
Oct-10	R37 372 456.17	R 2 078 394,18
Nov-10	R37 372 456.17	R 2 078 394,18
Dec-10	R37 372 456.17	R 2 078 394,18
Jan-11	R37 372 456.17	R 2 078 394,18
Feb-11	R37 372 456.17	R 2 078 394,18
Mar-11	R37 372 456.17	R 2 078 394,18
Apr-11	R37 372 456.17	R 2 078 394,18
May-11	R37 372 456.17	R 2 078 394,18
Jun-11	R37 372 456.17	R 2 078 394,18
TOTAL	R448 469 474	R 24 862 336

**MONTHLY PROJECTIONS SUMMARY (SDBIP) 2010-2011**  
**SANITATION SUBVOTE:6010**

MONTH	OPEX	CAPEX
Jul-10	R 709 765.00	R 3 588 838,09
Aug-10	R 709 765.00	R 3 588 838,09
Sep-10	R 709 765.00	R 3 588 838,09
Oct-10	R 709 765.00	R 3 588 838,09
Nov-10	R 709 765.00	R 3 588 838,09
Dec-10	R 709 765.00	R 3 588 838,09
Jan-11	R 709 765.00	R 3 588 838,09
Feb-11	R 709 765.00	R 3 588 838,09
Mar-11	R 709 765.00	R 3 588 838,09
Apr-11	R 709 765.00	R 3 588 838,09
May-11	R 709 765.00	R 3 588 838,09
Jun-11	R 709 765.00	R 3 588 838,09
TOTAL	R8 517 180.00	R 43 066 057.00

**MONTHLY PROJECTIONS SUMMARY (SDBIP) 2010-2011**  
**WATER –SUBVOTES-7010**

MONTH	OPEX	CAPEX
Jul-10	R 5 407 838,33	R 1 825 000.00
Aug-10	R 5 407 838,33	R 1 825 000.00
Sep-10	R 5 407 838,33	R 1 825 000.00
Oct-10	R 5 407 838,33	R 1 825 000.00
Nov-10	R 5 407 838,33	R 1 825 000.00
Dec-10	R 5 407 838,33	R 1 825 000.00
Jan-11	R 5 407 838,33	R 1 825 000.00
Feb-11	R 5 407 838,33	R 1 825 000.00
Mar-11	R 5 407 838,33	R 1 825 000.00
Apr-11	R 5 407 838,33	R 1 825 000.00
May-11	R 5 407 838,33	R 1 825 000.00
Jun-11	R 5 407 838,33	R 1 825 000.00
TOTAL	R 64 894 060	R 21 900 000,00



## DIRECTORATE PUBLIC SAFETY

### SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2010/2011

**Public Safety Directorate** is responsible for Emergency services, Disaster management, Licensing services, Traffic services, Security and Law enforcement services.

The function of Public Safety within the municipality is administered and includes the following:

**Emergency Services** which its primary focus fire prevention and fire fighting services, Hazmat incidents and rescue services

**Disaster management** focuses on rendering disaster relief services, assess possible disaster risks, disaster awareness and training and event control room management

**Licensing** with main functions being issuing of learners and driving licenses, registration and licensing of motor vehicles, and issuing of permits for motor vehicle

**Traffic services** which its focus areas are traffic control, law enforcement, traffic escorts, accidents scene and road markings

**Security Services and Law enforcement** is responsible for Law enforcement and Crime prevention, enforcement of By-Laws, control of street vendors, provision of security for the council, security for community and public events, squatter control and prevention of illegal conducts (including occupation and usage of council assets and property illegally)

<b>1. EMERGENCY SERVICES</b>
------------------------------

#### **1.1. RESPONSIBILITY: EMERGENCY SERVICES**

#### **1.2. OBJECTIVES**

- To provide fire prevention
- To provide fire fighting services
- To clear out Hazmat incidents
- To provide rescue services

### 1.3. PROBLEM STATEMENT:

The provision of emergency services is inadequate and ineffective, due to lack of response equipments and little number of personnel.

### 1.4. QUATERLY PROJECTIONS

KPI's per sub Vote	Approve d Budget	Unit of Measurem ent (UOM)	Annual Target	Revise d Target	QUARTERENDING							
					30/9/201 0 Projecte d	30/9/201 0 Actual	31/12/2010 Projected	31/12/2010 Actual	31/3/201 1 Projecte d	31/3/201 1 Actual	30/6/201 1 Projecte d	30/6/201 1 Actual
FIRE CALLS	R80 000.	Monthly fire calls	420	---	105		105		105		105	
RESCUE CALLS	R50 600	Monthly Rescue calls	300	---	75		75		75		75	
BUILDING INSPECTION	R40 000	Monthly inspection	1000	--	83		83		83		83	
TRAINING OF SCHOLARS & COMMUNITY ABOUT FIRE	0	Monthly training and awareness	48	--	4		4		4		4	
INSPECTION OF FIRE HYDRANTS		Monthly	2500		625		625		625		625	
RECOMMENDA TION OF BUILDINDG PLANS		Montly	400		100		100		100		100	

## 2. DISASTER MANAGEMENT

### 2.1. RESPONSIBILITY: DISASTER MANAGEMENT

### 2.2. PROBLEM STATEMENT

The Emalahleni Municipality is situated and surrounded by coalmines, industries, farms, underground fires, sinking grounds, unplanned squatting, fuel depots, environmental pollution and transportation of hazardous material that may result in disaster.

### 2.3. OBJECTIVES

- To review/update Disaster Risk Reduction Plan for the Emalahleni area
- To minimize response time in terms of disaster incidents
- To upgrade the call centre to be effective
- To render disaster management, assistance and services to coalmines, industries, farms, underground fires, sinking ground, unplanned squatting, fuel depots, environmental pollution, transportation of hazardous materials and other related incidences that may result in disaster.

### 1.4. QUATERLY PROJECTIONS

Key Performance Indicators per vote	App. Budget	Unit of measurement	Annual target	Rev. target	Quarter Ending							
					30/09/2010		31/12/2010		31/03/2011		30/06/2011	
					Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual
Risk Assessment	0	Monthly	32 wards		8		8		8		8	
Awareness campaigns	0	Monthly	32		8		8		8		8	
Risk Reduction planning	0	Monthly	32		8		8		8		8	
Compile preparedness plans	0	Monthly	16		4		4		4		4	
Training	0	Monthly	8		2		2		2		2	

### **3. TRAFFIC MANAGEMENT**

#### **3.1. RESPONSIBILITY: TRAFFIC MANAGEMENT**

#### **3.2. PROBLEM STATEMENT:**

The Traffic Section is unable to render effective and efficient service delivery to the community due to insufficient personnel and resources that results to uncontrolled hawkers and traffic congestions, street vendors, on main routes and the CBD. Although the Council entered into a contract with private company to manage parkings in the CBD the Traffic Section is still experiencing a lot of parking problems and complaints from the public.

#### **3.3. OBJECTIVES:**

- To promote free flow of traffic on the main routes and in the CBD
- Reduction of road traffic accidents on our roads
- To empower the community with road safety
- To have traffic officers available at our roads at all times (24hrs)
- Proper management system of parking in the CBD
- Proper control on Hawkers and Street Vendors.
- To have visible road signs and markings on all our roads

#### **3.4. QUATERLY PROJECTIONS**

Key Performance Indicators per vote	App. Budget	Unit of measurement	Annual target	Rev. target	Quarter Ending							
					30/09/2010		31/12/2010		31/03/2011		30/06/2011	
					Projecte d	Current progress	Projecte d	Actual	Projected	Actual	Projected	Actual
Accident response	R2037.00	monthly			168		168		168		168	
Number of Point to be attended	R822.50		2520		630		630		630		630	
Visiting schools		5 schools per month	60		15		15		15		15	
Painting of all public roads	R365 450	250 km per every three months	1000 KM		250		250		250		250	
No. of notices issued by traffic officers	-R4139 000	150 notices issued to motorists not complying per month per officer	46800		11700		11700		11700		11700	

Road blocks	R1020971	selected areas as per plan	48		12		12		12		12	
Arrive alive campaign	0	2 per month	24		6		6		6		6	
Formalization of street trading (hawking)	R615 000	monthly	6		1		2		1		2	
Registration of hawkers	0	monthly	200		50		50		50		50	

#### 4. SECURITY SERVICES AND LAW ENFORCEMENT

##### 4.1. RESPONSIBILITY: SECURITY SERVICES AND LAW ENFORCEMENT

##### 4.2. PROBLEM STATEMENT:

The Security measures and security equipment in and around the Council premises are not sufficient. Uncontrolled street vendors, non-compliance to municipal by-laws, illegal land uses and illegal occupations of Council owned land are also some of the most prominent problems under this section.

##### 4.3. OBJECTIVES:

- To ensure maximum protection of Council properties.
- Law enforcement and Crime prevention to the public
- To enforce council by-laws and policies
- To ensure proper access control management and protection of staff.

#### 4.4. QUATERLY PROJECTIONS

KPI's per sub Vote	Approve d Budget	Unit of Measureme nt (UOM)	Annual Target	Revised Target	QUATERENDING							
					30/9/2010 Project	Current progress	31/12/20 10 Projecte d	31/12/20 10 Actual	31/3/201 1 Project ed	31/3/201 1 Actual	30/6/201 1 Project ed	30/6/201 1 Actual
TO REMOVE ILLEGAL STRUCTURE S	153 812	Monthly	120	13	30		30		30		30	
REGISTER OF ALL VISITORS	2 343 649	Monthly	24000	7690	6000		6000		6000		6000	
Admission of guilty fine	0	Monthly	100		25		25		25		25	
ILLEGAL CONNECTIO NS	0	Monthly	1200	Law enforcement not established	300		300		300		300	
SQUATTER CONTROL	0	Monthly	60	62	15		15		15		15	
ILLEGAL DUMPING	0	Monthly	1000	Law enforcement not established	250		250		250		250	
hawkers control	0	Monthly	80	As above	20		20		20		20	
surveillance and monitoring	969, 000	Monthly	50	Camera not installed	12		12		13		13	
monitoring of CBD	969,000	Monthly	250	Tender not finalized	62		62		63		63	

## 5. LICENSING

### 5.1. RESPONSIBILITY: LICENSING

#### 5.2. PROBLEM STATEMENT:

Centralization of all services causing long queues and fraudulent transaction

#### 5.3. OBJECTIVES:

- To provide learner and driver licensing services
- To provide registration and licensing of motor vehicles
- To issue vehicle permits
- To reduce long standing queues of clients
- To ensure the elimination of illegal transactions
- To reduce long waiting period for the applicants to be tested for learners and drivers licenses

#### 5.4. QUATERLY PROJECTIONS

Key Performance Indicators per vote	App. Budget	Unit of measurement	Annual target	Rev. target	Quarter Ending							
					30/09/2010		31/12/2010		31/03/2011		30/06/2011	
					Projected	Actual	Projected	Actual	Projected	Actual	Projected	Actual
Issue T/ Permits	R27 000	Monthly	600		150		150		150		150	
Issue S/Permits	R5 760	Monthly	120		30		30		30		30	
Duplicate reg. Certificate	R79 800	Monthly	152		38		38		38		38	
License MTN	R12 880	Monthly	112		28		28		28		28	
MT Penalties	R180	Monthly	120		30		30		30		30	
Personalised Numbers	R5 760	Monthly	48		12		12		12		12	
Application L/L	R432 000	Monthly	3600		900		900		900		900	
Issue of L/L	R66 600	Monthly	1800		450		450		450		450	
Duplicate L/L	R13 800	Monthly	120		30		30		30		30	
Application D/L	R652 500	Monthly	4500		1125		1125		1125		1125	
Issue D/L	R301 400	Monthly	2200		550		550		550		550	
D/L Renewals	R225 228	Monthly	1644		411		411		411		411	
Application PRDP	R140 544	Monthly	2196		549		549		549		549	
Reg. & Lic. vehicles	R12 000 000	Monthly	16000		4000		4000		4000		4000	
Scanning of Motor vehicle documents	INTERNAL	monthly	1 000 500		250125		250125		250125		250125	

## ANNEXURE 2 (DIRECTORATE FINANCE)

MONTHLY PROJECTIONS BY VOTE - 2010/2011			
FINANCE	OPEX	CAPEX	REVENUE
			Budget allocation
July 2010	0	0	0
August 2010	0	0	0
September 2010	0	0	0
October 2010	0	0	0
November 2010	0	0	0
December 2010	0	0	0
January 2011	0	0	0
February 2011	0	0	0
March 2011	0	0	0
April 2011	0	0	0
May 2011	0	0	0
June 2011	0	0	0
TOTAL	0	0	0

excel (SDBIP) (annexure 2, 3 & 4(quarterly & monthly projections)(2010-2011)



## ANNEXURE 2

MONTHLY PROJECTIONS SUMMARY (SDBIP) 2010/2011 ASSESSMENT RATES - SUB-VOTE NUMBER 101010						
FINANCE	OPEX	OPEX	CAPEX	CAPEX	REVENUE	REVENUE
		<u>ACTUAL</u>		<u>ACTUAL</u>		<u>ACTUAL</u>
July 2010	4,916,054	1,234,680	0	0	13,888,111	14,032,961
August 2010	4,916,054		0	0	13,888,111	
September 2010	4,916,054		0	0	13,888,111	
October 2010	4,916,054		0	0	13,888,111	
November 2010	4,916,054		0	0	13,888,111	
December 2010	4,916,055		0	0	13,888,111	
January 2011	4,916,055	0	0	0	13,888,111	
February 2011	4,916,055	0	0	0	13,888,111	0
March 2011	4,916,055	0	0	0	13,888,111	0
April 2011	4,916,055	0	0	0	13,888,111	0
May 2011	4,916,055	0	0	0	13,888,111	0
June 2011	4,916,055	0	0	0	13,888,112	0
<b>TOTAL</b>	<b>58,992,655</b>	<b>1,234,680</b>	<b>0</b>	<b>0</b>	<b>166,657,333</b>	<b>14,032,961</b>

excel (SDBIP) (annexure 2, 3 & 4(quarterly & monthly projections)(2010-2011)

## ANNEXURE 2

MONTHLY PROJECTIONS SUMMARY (SDBIP) 2010-2011 STORES SECTION - SUB-VOTE NUMBER 101008						
FINANCE	OPEX	OPEX <u>ACTUAL</u>	CAPEX	CAPEX <u>ACTUAL</u>	REVENUE	REVENUE <u>ACTUAL</u>
July 2010	338,942	0	0		0	0
August 2010	338,942	0	0		0	0
September 2010	338,942	0	0		0	0
October 2010	338,942	0	0		0	0
November 2010	338,941	0	0		0	0
December 2010	338,941	0	0		0	0
January 2011	338,941	0	0		0	0
February 2011	338,941	0	0		0	0
March 2011	338,941	0	0		0	0
April 2011	338,941	0	0		0	0
May 2011	338,941	0	0		0	0
June 2011	338,941	0	0		0	0
<b>TOTAL</b>	<b>4,067,296</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

excel (SDBIP) (annexure 2, 3 & 4(quarterly & monthly projections)(2010-2011)

## ANNEXURE 2

MONTHLY PROJECTIONS SUMMARY (SDBIP) 2010-2011 REVENUE SECTION - SUB-VOTE NUMBER 101007						
FINANCE	OPEX	OPEX <u>ACTUAL</u>	CAPEX	CAPEX <u>ACTUAL</u>	REVENUE	REVENUE <u>ACTUAL</u>
July 2010	3,210,787	1,427,158		0	1,956,485	1,834,020
August 2010	3,210,787			0	1,956,485	
September 2010	3,210,787			0	1,956,485	
October 2010	3,210,787			0	1,956,485	
November 2010	3,210,787			0	1,956,485	
December 2010	3,210,787			0	1,956,485	
January 2011	3,210,787	0		0	1,956,485	
February 2011	3,210,788	0		0	1,956,485	0
March 2011	3,210,788	0		0	1,956,486	0
April 2011	3,210,788	0		0	1,956,486	0
May 2011	3,210,788	0		0	1,956,486	0
June 2011	3,210,788	0		0	1,956,486	0
<b>TOTAL</b>	<b>38,529,449</b>	<b>1,427,158</b>	<b>0</b>	<b>0</b>	<b>23,477,824</b>	<b>1,834,020</b>

excel (SDBIP) (annexure 2, 3 & 4(quarterly & monthly projections)(2010-2011)

## ANNEXURE 2

MONTHLY PROJECTIONS SUMMARY (SDBIP) 2010/2011 FINANCIAL PLANNING & EXPENDITURE - SUB-VOTE NUMBER 101006						
FINANCE	OPEX	OPEX <u>ACTUAL</u>	CAPEX	CAPEX <u>ACTUAL</u>	REVENUE	REVENUE <u>ACTUAL</u>
July 2010	1,272,565			0	829,892	
August 2010	1,272,565			0	829,892	
September 2010	1,272,565			0	829,892	
October 2010	1,272,566			0	829,892	
November 2010	1,272,566			0	829,892	
December 2010	1,272,566			0	829,892	
January 2011	1,272,566	0			829,892	0
February 2011	1,272,566	0			829,892	0
March 2011	1,272,566	0			829,892	0
April 2011	1,272,566	0			829,892	0
May 2011	1,272,566	0			829,892	0
June 2011	1,272,566	0			829,892	0
<b>TOTAL</b>	<b>15,270,789</b>	<b>-</b>	<b>-</b>	<b>0</b>	<b>9,958,704</b>	<b>-</b>

excel (SDBIP) (annexure 2, 3 & 4(quarterly & monthly projections)(2009-2010)

## ANNEXURE 2

MONTHLY PROJECTIONS SUMMARY (SDBIP) 2010/2011 FINANCE ADMINISTRATION - SUB-VOTE NUMBER 101005						
FINANCE	OPEX	OPEX <u>ACTUAL</u>	CAPEX	CAPEX <u>ACTUAL</u>	REVENUE	REVENUE <u>ACTUAL</u>
July 2010		0	0	0		0
August 2010		0	0	0		
September 2010		0	0	0		0
October 2010		0	0	0		0
November 2010		0	0	0		0
December 2010		0	0	0		
January 2011		0	0	0		0
February 2011		0	0	0		0
March 2011		0	0	0		0
April 2011		0	0	0		0
May 2011		0	0	0		0
June 2011		0	0	0		0
<b>TOTAL</b>	-	-	0	0	-	-

excel (SDBIP) (annexure 2, 3 & 4(quarterly & monthly projections)(2008-9)

# **ANNEXURE 3 - DIRECTORATE FINANCE**

## **RESPONSIBILITY**

### **FINANCE AND ADMINISTRATION**

#### **Finance**

The Finance function within the municipality is responsible for revenue management, expenditure and financial planning, and supply chain management

The key issues are as follows:

#### **Revenue**

- Revenue management (meter readings, monthly accounts, etc.)
- Credit control and debt collection
- Customer care
- Revenue collection / billing
- Property Rates

#### **Expenditure & Financial Planning**

- Creditors : Trade and Sundry
- Payroll
- Costing
- Budget
- Cash flow management
- Asset management
- Insurance
- Financial statements

#### **Supply chain management**

- Demand management
- Acquisition management
- Logistics management

### ANNEXURE 3 - DIRECTORATE FINANCE

#### QUARTERLY PROJECTIONS - 2010-2011 (SUB VOTE - REVENUE)

**Responsibility:** Debtor Management.

**Problem Statement:**

Inter departmental communication regarding:

- (a) New developments;
- (b) Meter information regarding replacements, new installations, contractor installation and newly developed areas of meters installed incorrectly;
- (c) Unmetered areas;
- (d) Execution of works orders;
- (e) Information regarding relevant services rendered to be levied in newly developed areas for refuse and sewer;
- (f) Information regarding number of sewer points - businesses and schools.

**Objectives:** Monthly billing of all properties in accordance with consumption levels and valuations.

KPI's per Sub Vote	Approved Budget	Unit of Measurement (UOM)	Annual Target	Revised Target	QUARTER ENDING							
					30/9/2010 Projected	30/9/2010 Actual	31/12/2010 Projected	31/12/2010 Actual	31/3/2011 Projected	31/3/2011 Actual	30/6/2011 Projected	30/6/2011 Actual
<b>REVENUE - DEBTOR MANAGEMENT</b>	<b>R 38,529,449.00</b>	Approved Budget										
Billing of 60,000 consumer accounts monthly		Monthly - 60,000 consumer accounts before the 25th	12		3		3		3		3	
Submission of tariff increases for 2011/2012 operating budget		MTRF	1		1-Jul-10	1-Jul-10	Dec-10	Jan-11				
Submission of draft income operating 2011/2012		Total Revenue Operating Budget	1				Dec-10	Jan-11				
Adjustment of 2010/2011 tariff on financial system		Implementation of approved tariffs	1		1-Jul-10	1-Jul-10						
Obtain NERSA approval of electricity tariffs		Approval of electricity tariffs	1		30-Jun-10	28-Jun-10			1 Apr-11			
Reconciliation of 97% control accounts on a monthly basis		Control accounts reconciled 97% on a monthly basis before or on the 10th of each month	12		3 10-Aug-10 10-Sep-10 11-Oct-10		3 10-Nov-10 10-Dec-10 10-Jan-11		3 10-Feb-11 10-Mar-11 11-Apr-11		3 10-May-11 10-Jun-11 15-Jul-11	
To ensure expenditure is restricted to approved budget		Expenditure limited to budget	1								1	
Correctness of accounts		Quarterly reporting on all outstanding billing issues to CFO: - Meter Repl - New Install - Malfunctioning Meters - Unmetered Areas - New Dev	4		1		1		1		1	
To facilitate training and development of staff		Submission of training needs to ARM VENUS training	1 1								1 1	
Filling of vacancies		Completion of applications on filling of vacancies	1								1	
Adjustment of 2009/2010 tariffs on financial system		Adjust tariffs: - Electricity (seasonal) - Mega Flex - Water	2	Jul-10 Sep-10	1 1-Oct-10	1-Jul-10 Mega 1-Oct-10						

excel (SDBIP) (annexure 2, 3 & 4(quarterly & monthly projections)(2010/2011)

## **ANNEXURE 3 - DIRECTORATE FINANCE**

### **QUARTERLY PROJECTIONS - 2010/2011 (CASH MANAGEMENT)**

**Responsibility:** To ensure that account payments and pre-paid electricity facilities are readily available to customers.

**Problem Statement:**

- (a) Filling vacant positions;
- (b ) Reducing overtime (G4S arriving late at pay-points);
- (c) Power failures (no link between Civic Centre and pay-points).

**Objectives:** To ensure that account all monies collected is banked into Council's Bank Account and accounted for.

KPI's per Sub Vote	Approved Budget	Unit of Measurement (UOM)	Annual Target	Revised Target	QUARTER ENDING							
					30/9/2010 Projected	30/9/2010 Actual	31/12/2010 Projected	31/12/2011 Actual	31/3/2011 Projected	31/3/2011 Actual	30/6/2011 Projected	30/6/2011 Actual
<b>REVENUE - CASH MANAGEMENT</b>												
Adjustment of 2010/2011 tariffs on pre-paid system		Implementation of approved tariffs	1		1 Jul 2010	1-Jul-10						
Billing of 5,000 sundry and housing debtors monthly		Monthly 5,000 sundry accounts	12		3 17-Jul-10 14-Aug-10 17-Sep-10		3 15-Oct-10 15-Nov-10 11-Dec-10		3 15-Jan-11 15-Feb-11 12-Mar-11		3 16-Apr-11 14-May-11 18-Jun-11	
Monthly financial report on Revenue related matters		Compilation of month report submitted to CFO on or before the 9th monthly	12		3 10-Aug-10 7-Sep-10 7-Oct-10		3 8-Nov-10 7-Dec-10 7-Jan-11		3 7-Feb-11 7-Mar-11 7-Apr-11		3 7-May-11 7-Jun-11 7-Jul-11	
Reconciliation of 97% control accounts on a monthly basis		97% control accounts reconcile on a monthly basis	12		3 10-Aug-10 7-Sep-10 7-Oct-10		3 8-Nov-10 7-Dec-10 7-Jan-11		3 7-Feb-11 7-Mar-11 7-Apr-11		3 7-May-11 7-Jun-11 7-Jul-11	
To ensure all money collected is receipted		Daily / monthly reconciliation of receipting of money bank & ledger	12		3 10-Aug-10 7-Sep-10 7-Oct-10		3 8-Nov-10 7-Dec-10 7-Jan-11		3 7-Feb-11 7-Mar-11 7-Apr-11		3 7-May-11 7-Jun-11 7-Jul-11	

excel (SDBIP) (annexure 2, 3 & 4(quarterly & monthly projections)(2010-2011)



## QUARTERLY PROJECTIONS - 2010/2011 (CREDIT CONTROL SECTION)

### Problem Statement:

(a) Implementation of the changed Credit Control Policy and by with the National Credit Act as well as the Magistrate's Court

**Objectives:** The key responsibility is to decrease the outstanding debt of Council.

Excel (GEM) (annexure 2, 3 & 4)(quarterly & monthly projections)(2010-2011)

### ANNEXURE 3 - DIRECTORATE FINANCE

#### QUARTERLY PROJECTIONS - 2010/2011 (SUB-VOTE EXPENDITURE & FINANCIAL PLANNING)

**Responsibility:**

- (a) Payment of loans to all institutions when they are due;
- (b) Investment of surplus funds when it is not required;
- (c) Reconciliation of bank account with cash book;
- (d) Issuing of petty cash when required;
- (e) Completion of statistics forms;
- (f) Maintenance of insurance portfolio;
- (g) Maintenance of asset register;
- (h) Maintenance of daily cash flow;
- (i) Submission of information to National Treasury.

**Problem Statement:** Late submission of documents by other directorates pertaining to insurance claims and cash receipts and petty cash.

**Objectives:**

- (a) To ensure that Council has a healthy cash flow and maintain one primary bank account as per the MFMA;
- (b) To ensure that the insurance claims are submitted to the insurers timeously and are paid as per insurance portfolio.

KPI's per Sub Vote	Approved Budget	Unit of Measurement (UOM)	Annual Target	Revised Target	QUARTER ENDING							
					30/9/2010 Projected	30/9/2010 Actual	31/12/2010 Projected	31/12/2010 Actual	31/3/2011 Projected	31/3/2011 Actual	30/6/2011 Projected	30/6/2011 Actual
<b>EXPENDITURE &amp; FINANCIAL PLANNING</b>	<b>R 15,270,789.00</b>											
To maximize total income budgeted for		June 2011	1		1		1				1	
To decrease expenditure to the total amount budgeted for		June 2011	1		1		1		1		1	
Processing completed insurance claims - Insurance claim / signature by Director - Departmental report - Traffic report if any		Monthly processing of completed insurance claims from Directorates	12		3		3		3		3	

excel (SDBIP) (annexure 2, 3 & 4(quarterly & monthly projections)(2010-2011)

### ANNEXURE 3 - DIRECTORATE FINANCE

#### QUARTERLY PROJECTIONS - 2010/2011 (BUDGET OFFICE)

**Responsibility:** (a) Compilation of Annual Financial Statements according to Accounting Standards and the Accounting Standard Board;  
(b) Compilation of the Operational and Capital Budget (Draft and Final Budget);  
(c ) Compilation of Adjustment Budget.

**Problem Statement:**

Late submission of information to the Directorate Finance.

**Objectives:**

- (a) To ensure the finalization of the annual financial statements before 31 August 2010;
- (b) To ensure that the draft budget be submitted before 90 days before the next financial year to Council;
- (c ) To ensure that the final budget be submitted before 30 days to Council;
- (d) To ensure that the draft budget be submitted to Council at the end of January.

KPI's per Sub Vote	Approved Budget	Unit of Measurement (UOM)	Annual Target	Revised Target	QUARTER ENDING							
					30/9/2010 Projected	30/9/2010 Actual	31/12/2010 Projected	31/12/2010 Actual	31/3/2011 Projected	31/3/2011 Actual	30/6/2011 Projected	30/6/2011 Actual
Compilation of the Budget in terms of the Municipal Finance Management Act		- Submission of budget guidelines to MM Sep 2010 - Submission of draft 2011/2012 MTEF budget to the MM - Mar 2011	1  1				1			1		
		- Submission of final budget to the MM - Jun 2011	1								1	
Compilation of 2009/2010 financial statements in terms of the Municipal Finance Management Act		- Reconciliation of control accounts by July 2010 - Drafting of financial statements - Submission of financial statements to the MM at August 2010	1 1 1		1  1							
Submission of updated financial month report to the Municipal Manager		Monthly to the MM	12		3		3		3		3	
Submission of National Treasury returns before or on the 10th of each month		Monthly before or on the 10th of each month	12		3		3		3		3	
Compilation of Adjustment Budget in terms of information received from Directorates		- Request information from Directorates Dec 2010 - Submit Adjustment Budget to the MM Jan 2011	1 1				1			1		

excel (SDBIP) (annexure 2, 3 & 4(quarterly & monthly projections)(2010-2011)

### **ANNEXURE 3 - DIRECTORATE FINANCE**

#### **QUARTERLY PROJECTIONS - 2010/2011 (CREDITORS AND SALARIES)**

**Responsibility:** (a) Payment of all suppliers and service providers in line with the Supply Chain Management Policy;  
(b) Payment of Council employees' salaries in line with the Council's approved budget and Council policies.

**Problem Statement:**

- (a) Late submission of documentation by Directorates pertaining to the preparation of salaries;  
(b) Late approval of documentation by Directorates in respect of Trade Creditors;  
(c) Allowing the execution of work to service providers without an official order being issued.

**Objectives:** To ensure the payment of creditors and salaries within a specified period.

KPI's per Sub Vote	Approved Budget	Unit of Measurement (UOM)	Annual Target	Revised Target	QUARTER ENDING							
					30/9/2010 Projected	30/9/2010 Actual	31/12/2010 Projected	31/12/2010 Actual	31/3/2011 Projected	31/3/2011 Actual	30/6/2011 Projected	30/6/2011 Actual
Reconciliation of control accounts on a monthly basis		Reconcile control accounts on a monthly basis	12		3 97%		3 97%		3 97%		3 100%	
Payment of monthly salaries on or before the 26th of each month in accordance with the information from the Directorate Admin & RM		Before or on the 26th of each month	12		3		3		3		3	
Payment of 3rd party cheques		Before or on the 7th of each month	12		3		3		3		3	
Completion of DORA reports before or on the 10th of each month: - MIG - MSIG - NEP - Dept of Sport - Vuna Awards		Monthly before or on the 10th	12		3		3		3		3	
Payment of monthly Sundry and Trade Creditors within 30 days on receipt of the following - Requisition - Order - Delivery Note - Invoice - Statements (More than one invoice) - Creditors reconciliation - Approval of payment by Directors within 3 working days and or authorized employees		Monthly	12		3		3		3		3	

excel (SDBIP) (annexure 2, 3 & 4(quarterly & monthly projections)(2010-2011)

## ANNEXURE 3 - DIRECTORATE FINANCE

### QUARTERLY PROJECTIONS - 2010/2011 (SUB-VOTE SUPPLY CHAIN MANAGEMENT)

#### Responsibility:

- (a) Ensure that all three Bid Committee Meetings do sit timeously as per schedule;
- (b) Issue, collect and update supplier's database forms and attend to all suppliers enquiries;
- (c) Procure goods and service according to approved Supply Chain Policy;
- (d) Review Supply Chain Management Policy;
- (e) Advise all staff members, creditors and suppliers on all Supply Chain matters;
- (f) Lead and manage Supply Chain Management Unit as per instruction from the CFO and Municipal Manager and according to National Treasury duty sheet / workplan / implementation plan.

#### Problem Statement:

- (a) Delegation of duties not possible because of shortage of staff;
- (b) Requisition books should be validated for proper supply chain procedures at Supply Chain Management Unit before goods and services are procured.

**Objectives:** Implementation of Supply Chain Management Policy, Procedures and Code of Conduct according to National Treasury guidelines and regulation.

KPI's per Sub Vote	Approved Budget	Unit of Measurement (UOM)	Annual Target	Revised Target	QUARTER ENDING							
					30/9/2010 Projected	30/9/2010 Actual	31/12/2010 Projected	31/12/2010 Actual	31/3/2011 Projected	31/3/2011 Actual	30/6/2011 Projected	30/6/2011 Actual
<b>SUPPLY CHAIN MANAGEMENT</b>	<b>R 4,067,296.00</b>											
Review of Supply Chain Management Policy		100% revised and in compliance with regulation and guidelines by Dec 2010. Circulate draft revised policy to all directorates by 1 Nov 2010 for comments	1				1		1			
Procedure manuals for Supply Chain Management		75% on controls and according to National Treasury guidelines as per job/duty line	1								1	
Compile a committee meetings schedule		Ensure that meetings are held as per schedule and that agenda items are distributed one day before meeting	12		3		3		3		3	
Update suppliers on database annually		95% update control of database use tiered	1				1	1				
Place all approved bid advertisements on the official central notice board and official municipal website		Ensure that all bid adverts are approved and officially stamped by Supply Chain Management Unit at least 2 days after being discussed in Bid Specification Committee Meeting	12		3		3		3		3	
		Remove all the old advertisements from official central notice board after 14 days and file those separately	12		3		3		3		3	

excel (SDBIP) (annexure 2, 3 & 4(quarterly & monthly projections)(2010-2011)

### ANNEXURE 3 - DIRECTORATE FINANCE

#### QUARTERLY PROJECTIONS - 2010/2011 (DEMAND & ACQUISITION; MONITORING & COMPLIANCE)

##### Responsibility:

- (a) Render advisory service to the BEC and BSC;
- (b) Monitor system to ensure that SCM processes are adhered to.
- (c) Keep and update the Supply Chain Management checklist and database for all Supply Chain Management Processes and Practices

**Problem Statement:** Direcotrates do not adhere to the Supply Chain Policy and they do not follow Supply Chain Processes.

**Objectives:** To ensure that Supply Chain Management processes are followed and advise according to the Supply Chain Management Policy and guidelines.

KPI's per Sub Vote	Approved Budget	Unit of Measurement (UOM)	Annual Target	Revised Target	QUARTER ENDING							
					30/9/2010 Projected	30/9/2010 Actual	31/12/2010 Projected	31/12/2011 Actual	31/3/2011 Projected	31/3/2011 Actual	30/6/2011 Projected	30/6/2011 Actual
Render advisory service to the BEC and BAC		- Ensure that before approval of bids in Bid Specification Committee all requirements are included	12		3 95%		3 96%		3 97%		3 98%	
		- Ensure that all calculations are in order and all attachments are submitted before BEC meetings	12		3		3					
		- Advise when necessary according to prescripts	12		3		3					
Monitor System to ensure that Supply Chain Management procedures are adhered to		- Ensure that Bids go to Specification Committee for approval then be advertised	12		3		3		3		3	
		- Must be checked by SCM before Submission to Bid Evaluation	12		3		3		3		3	
Keep and update the Supply Chain Management Check List and database for all Supply Chain Processes and Practices		- Develop an all purpose admin register to monitor the movement of all Supply Chain Management documents, date of all bid meetings, discussions, bid numbers, notices and adverts etc.	12		3		3		3		3	
		- Update the all purpose admin register 4 times a week at 15:00	12		3		3		3		3	
		- 95% updated controlled and usage of the all purpose admin register	12		3		3		3		3	

excel (SDBIP) (annexure 2, 3 & 4(quarterly & monthly projections)(2010-2011)

## ANNEXURE 3 - DIRECTORATE FINANCE

### QUARTERLY PROJECTIONS - 2010/2011 (STORES)

#### Responsibility:

- (a) To have sufficient stock available at all times to issue when needed and to obtain all stock at the lowest prices for the best quality product;
- (b) Make use of fuel price fluctuation to buy fuel at the lowest price;
- (c) Balance stock at the end of the financial year and minimize surpluses and shortages;
- (d) Adhere to minimum and maximum levels on stock to order stock.

#### Problem Statement:

##### Stocktaking

- (a) Stock counting takes longer than the estimated period due to staff shortages;
- (b) Weather conditions;
- (c) Cannot finalize reports.

##### Order processing

- (a) Authorization in accordance with the procurement policy;
- (b) Votes depleted;
- (c) Suppliers not on Vendor Data Base.
- (d) Staff shortages to process items;
- (e) Breakdown in communication with database due to Telkom lines off;
- (f) Data communication breakdown - IT;
- (g) No fuel can be issued due to power failure;
- (h) Fuel supplier has mechanical difficulties to supply fuel on prescribed time;

##### Ordering of stock

- (a) Stock items needs to be imported which takes a long time;
- (b) Manufacturing of items needs longer period to be ordered and delivery period;
- (c) Directorates do not inform Stores well in advance of stock items needed for projects;
- (d) Standardization of items used by private contractors are not up to standard;

##### Processing of stock issued and received

- (a) Insufficient staff to process issued stock;
- (b) Breakdown in communication with mainframe due to powerfailure and Post Office lines.

#### Objectives:

- (a) Rendering of an effective service to all sections and apply FIFO system through effective communication;
- (b) Minimizing of surpluses and shortages;
- (c) Selling of redundant scrap and material;
- (d) Ordering of stock items to compli;
- (e) Issuing of orders to all directorates;
- (f) Safekeeping of stock items and cable to all directorates;
- (g) Standby duty for issue of emergency items.

KPI's per Sub Vote	Approved Budget	Unit of Measurement (UOM)	Annual Target	Revised Target	QUARTER ENDING							
					30/9/2010 Projected	30/9/2010 Actual	31/12/2010 Projected	31/12/2010 Actual	31/3/2011 Projected	31/3/2011 Actual	30/6/2011 Projected	30/6/2011 Actual
Stocktaking		Balance stock, finalize count within timeframe at 30 June	2				1				1	
Processing of orders as per external requisition		Daily processed as received	252		66		63		62		61	
Reconciliation stock control accounts x 8		All stock issues and received must be recorded on master ledger on a daily basis to balance at month end	12		3		3		3		3	
Monthly inventory financial reports		Reports to be finalized by the 10th of each month and 100% correct	12		3		3		3		3	
Purchase stock items		Purchase stock items on demand in accordance with the minimum and maximum levels	252		66		63		61		61	
Processing of stock issues and receipts		Daily processing and authorizing when received subject to the budget availability	252		66		63		61		61	

excel (SOBIP) (annexure 2, 3 & 4(quarterly & monthly projections)(2010-2011)

## ANNEXURE 4 - DIRECTORATE FINANCE

### QUATERLY PROJECTIONS - CAPITAL 2009-2010

KPI'S per Sub Vote	Approved Budget	Unit of Measurement (UOM)	Annual Target	QUARTER ENDING							
				30/9/2009 Projected	30/9/2009 Actual	31/12/2009 Projected	31/12/2009 Actual	31/3/2010 Projected	31/3/2010 Actual	30/6/2010 Projected	30/6/2010 Actual
All Areas											

excel (SDBIP) (annexure 2, 3 & 4(quarterly & monthly projections)(2009-2010)